



CANNON BUILDING
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STATE OF DELAWARE
REAL ESTATE COMMISSION

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PUBLIC MEETING NOTICE:	REAL ESTATE EDUCATION COMMITTEE
MEETING DATE AND TIME:	Thursday, October 2, 2014 at 9:30 a.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Boulevard, Cannon Building Second Floor Conference Room A Dover, Delaware
MINUTES APPROVED:	11/06/2014

MEMBERS PRESENT

Donna Klimowicz, New Castle County, Professional Member, Chairperson, Presiding
Tim Riale, Sussex County, Professional Member, Vice Chairperson
Danielle Benson, New Castle County, Professional Member
Barbara Brodoway, New Castle County, Public Member
Doug Doyle, Kent County, Professional Member
Michael Rushe, Kent County, Public Member
Elaine Woerner, New Castle County, Professional Member

DIVISION STAFF

Jessica Williams, Administrative Specialist II

ALSO PRESENT

Karen Alleva, New Castle County Board of Realtors

MEMBERS ABSENT

Tom Burns, Kent County, Professional Member
Tammy Reagan, Sussex County, Professional Member
Casey Price, Sussex County, Professional Member

CALL TO ORDER

Ms. Klimowicz called the meeting to order at 9:44 a.m.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Ms. Williams provided a brief synopsis regarding the student evaluations from the Annual Seminar to the Committee

REVIEW OF MINUTES

Mr. Doyle moved, seconded by Mr. Rushe, to approve the September 4, 2014 minutes as presented. Motion carried with Ms. Benson and Ms. Klimowicz abstaining.

Ms. Woerner questioned if a course provider submits an application for a specific module and module 7, if the approval letter should reflect the specific module and module 7, since module 7 would automatically be approved. Ms. Woerner moved, seconded by Ms. Brodoway, to place the applications from Ward & Taylor and Sussex County Association of Realtors that were modified during the September meeting on the November agenda for reconsideration. Motion carried with Mr. Doyle, Mr. Riale, and Mr. Rushe opposed.

NEW BUSINESS

Update from the Commission – Ms. Klimowicz

Mr. Riale advised the Committee that the Commission accepted all Committee's recommendations. Ms. Williams reported that she did request clarification from the Commission, per Ms. Woerner's inquiry regarding electronic devices. The Commission decided that it is the discretion on the course provider to allow the use of electronic devices.

NEW BUSINESS

Review of Course Provider Applications

Ms. Benson moved, seconded by Ms. Woerner, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried.

Course Provider: Keller Williams Realty

Course Title: Commercial, Property Management & Land Use 101 **Approved**

Credit Hours: 3.0

Module: 6

Course Title: Home Inspections 101 **Approved**

Credit Hours: 3.0

Module: 7

Course Title: Home Staging Ins and Outs **Approved**

Credit Hours: 3.0

Module: 7

Course Provider: Long & Foster Institute of Real Estate

Course Title: Ethics **Approved**

Credit Hours: 3.0

Module: 2

Course Title: Home Inspection – Blessing or a Curse? **Approved for Module 7 Only, not Module 3 as Requested**

Credit Hours: 3.0

Module: 7

Course Title: First Time Home Buyers – Guiding a Buyer into a First Home **Approved for Modules 6 or 7 Only, Not Module 3 as Requested**

Credit Hours: 3.0

Modules: 6 or 7

Course Title: Nuts & Bolts of Home Inspections **Approved for Modules 6 or 7, Not Module 3 as Requested**

Credit Hours: 3.0
Modules: 6 or 7

Course Title: Understanding the Agreement of Sale **Approved**
Credit Hours: 3.0
Modules: 3 or 7

Course Title: Risk Management **Approved**
Credit Hours: 3.0
Module: 4

Course Title: Disclosures **Approved**
Credit Hours: 3.0
Module: 5

Course Title: Legislative Landmines **Approved**
Credit Hours: 3.0
Module: 5

Course Title: Delaware Uniform Common Interest Ownership Act **Approved**
Credit Hours: 3.0
Module: 5

Course Title: Agency Law- The Why's, How's and Wherefore's **Approved**
Credit Hours: 3.0
Module: 5

Course Title: Practical Tips for Listing Agents **Approved**
Credit Hours: 3.0
Modules: 6 or 7

Course Title: Short Sales & Foreclosures **Approved**
Credit Hours: 3.0
Modules: 6 or 7

Course Title: Don't Let Your Sale Fall Apart (and What to Do If It Does) **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Navigating 2014 and Beyond **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Quirks in Real Estate – Practical Resolutions to Problems **Approved**
Credit Hours: 3.0
Module: 7

Course Title: Differences between Delaware and PA Transactions **Approved**
Credit Hours: 3.0
Module: 7

Course Provider: Ward & Taylor, LLC
Course Title: Agency & Fair Housing **Approved**
Credit Hours: 3.0
Module: 1

Course Title: Disclosures **Approved**
Credit Hours: 3.0
Module: 5

Course Provider: Omega Real Estate School
Course Title: Virtual Office Management **Approved**
Credit Hours: 3.0
Module: 4

Course Title: Broker Responsibility & Liability **Approved**
Credit Hours: 3.0
Module: 4

Course Title: Communication **Approved**
Credit Hours: 3.0
Module: 7

Course Provider: Weichert Real Estate School
Course Title: Pre-Licensing Course **Approved**
Credit Hours: 99.0

Course Provider: Sussex County Association of Realtors
Course Title: Real Estate Auctions **Approved for Module 7 Only, Not Module 6 as Requested**
Credit Hours: 3.0
Module: 7

The Committee discussed the submission of non-detailed course outlines from course providers. Mr. Riale moved, seconded by Mr. Doyle, to send correspondence to course providers advising them of the expectations of detailed course outlines; all outlines will be scrutinized, and if outlines do not provide enough detail, the application will be tabled. Examples of acceptable course outlines will be included in the correspondence, and it will be noted that in order to improve course content, it is suggested that instructors create outlines. Omega School for Real Estate and Ward & Taylor will be contacted to see if their course outlines can be used as examples. Motion unanimously carried.

Review of Instructor Applications

Ms. Benson moved, seconded by Ms. Woerner, to recommend approval, denial, or tabling, of the following items as noted below. Motion unanimously carried.

Michael Morton **Approved**
Continuing Education: New Licensee Module 4; Continuing Education Modules 1 – 6; Continuing Education Module 7 – Collection of Fees Using Comt System

Pre-Licensing: Real Estate Law

Broker's Course: Ethics; Legal & Governmental Aspects of Real Estate

Mary Busey **Denied – Applicant Does Not Meet Experience Requirements**
Continuing Education: Module 7 – Mold

Susan Woods **Approved**
Pre-Licensing Course: Orientation; Real Estate Mathematics

Broker's Course: Mathematics

Post-Renewal Continuing Education Audit

Mr. Riale moved, seconded by Mr. Doyle, to review the continuing education audits off the record, after the meeting adjourns. Motion unanimously carried.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENT

There was no public comment

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Ms. Williams advised the Committee that Ms. Reagan can no longer attend the Committee meetings, due to scheduling conflicts. If they are aware of any individuals, that are interested in serving on the Committee, the individual should submit a letter of interest and resume to Ms. Williams. She informed the Committee that the new regulations require the Committee to be comprised of only nine members, and with that in mind, a replacement for Ms. Reagan is not required.

Furthermore, Ms. Williams informed Mr. Doyle, Mr. Riale, and Ms. Woerner, and the guidelines state that Committee members in office as of April 11, 2013, may serve an additional three year term after the completion of their current terms. She requested that if they are interested in serving another three year term that they contact her.

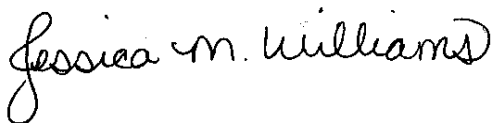
NEXT SCHEDULED MEETING

The next meeting will be held on Thursday, November 6, 2014 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Mr. Doyle moved, seconded by Ms. Benson, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 11:12 a.m.

Respectfully submitted,



Jessica M. Williams
Administrative Specialist II